

In light of the current public health crisis and the Federal, State and County Emergency Declarations, and in accord with the provisions of Sec. 610.020, RSMo., the Board of Aldermen recognizes that it would be dangerous and impractical, if not impossible, for its meeting to be physically accessible to the public. The Board also recognizes the need for the public's business to be attended to in order to protect the public health, safety and welfare. In order to balance both the need for continuity of government and protection of the health and safety of our residents, business persons and employees, this meeting of the Board of Aldermen will not be open to public attendance in person. The meeting will be accessible by the public in real time ONLY by following the instructions in the box below.

You are invited to a Zoom webinar.

When: July 14, 2020 6:15 PM Discussion Session; 7:00 P.M. Meeting

Topic: 07/14/2020 Board of Aldermen Meeting.

Please click this URL to join:

<https://us02web.zoom.us/j/87641865831>

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833

Webinar ID: 876 4186 5831

International numbers available: <https://us02web.zoom.us/j/87641865831>

Persons interested in making their views known on any matter on the agenda should send an email with their comments to the City Clerk at jfrazier@claytonmo.gov. All comments received will be distributed to the entire Board before the meeting.

Thank you for your understanding and patience as we all try to get through these difficult and dangerous times.

CITY OF CLAYTON BOARD OF ALDERMEN
DISCUSSION SESSION
TUESDAY, JULY 14, 2020
VIRTUAL ZOOM MEETING
CLAYTON, MO 63105
6:15 P.M.

1. Presentation on police policies and statistics.
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CITY OF CLAYTON BOARD OF ALDERMEN
TUESDAY, JULY 14, 2020
VIRTUAL ZOOM MEETING
CLAYTON, MO 63105
7:00 P.M.

ROLL CALL

MINUTES – June 23, 2020

PUBLIC REQUESTS & PETITIONS

CITY MANAGER REPORT

1. Resolution – To approve the 5-Year Capital Improvements Plan (CIP) for the FY2021 proposed budget.
2. Motion – To appoint a Mayor Pro Tempore.
3. Motion – To approve Aldermanic Assignments to the Boards and Commissions.
4. Appeal – ARB Decision to approve a garage addition for 747 Middle Polo Drive.

ADJOURNMENT

Subject to a motion duly made in open session and a roll call vote pursuant to Section 610.022 the Board of Aldermen may also hold a closed meeting, with a closed vote and record for one or more of the reasons as authorized by Section 610.021(1), (2) and (3) Revised Statutes of Missouri, relating to legal issues, real estate and/or personnel, negotiation of a contract pursuant to Section 610.021(12) RSMO., proprietary information pursuant to Section 610.021(15), and/or information related to public safety and security measures pursuant to Section 610.021(18) and (19) RSMO.

THE CITY OF CLAYTON

Board of Aldermen
Virtual Zoom Meeting – 1st meeting
June 23, 2020
7:00 p.m.

Minutes

NOTE: In accord with the provisions of Section 610.015, RSMo., and multiple declarations of emergency at every level of government, and the prohibition on gatherings of 10 or more persons due to the Coronavirus pandemic, normal requirements for voting in the Board meeting were suspended. Accordingly, votes were taken as if all Board members were physically present and in attendance at the meeting.

Mayor Harris called the meeting to order and requested a roll call. The following individuals were in attendance:

Aldermen: Mark Winings, Joanne Boulton, Rich Lintz, Ira Berkowitz, Bridget McAndrew, and Susan Buse.

Mayor Harris
City Manager Gipson
City Attorney Karr

Motion made by Alderman Lintz to approve the May 26, 2020 minutes. Alderman Boulton seconded.

Motion to approve the minutes passed unanimously on a voice vote.

PUBLIC REQUESTS AND PETITIONS

Mayor Harris read a statement: *"We have all witnessed the recent nationwide movement to examine monuments & other symbols of racism & oppression. We applaud St. Louis County's recent announcement to do the same. Symbols of oppression & exclusion do not reflect the values of the Clayton community. We will be engaging in a study of our monument landscape & commit to making the changes that our community wants. This effort will require research & sometimes collaboration with neighboring cities, and we have some tremendous partners to help us—including Gwen Moore from the Missouri History Museum. Gwen was the lead content curator for the #1 in Civil Rights exhibit and can bring her valuable expertise to our efforts. We look forward to engaging in this work with our community, our Community Equity Commission, & our partners--making changes for the better."*

A MOTION TO CONSIDER APPROVING A LIQUOR LICENSE FOR GUCKENHEIMER SERVICES, LLC D.B.A. CENTENE SUMMIT BISTRO TOWER C AT 7676 FORSYTH BOULEVARD

City Manager Gipson reported that Guckenheimer Services, LLC d.b.a. Centene Summit Bistro Tower C is requesting a liquor license to sell all kinds of intoxicating liquor at retail by the drink, including Sundays, at 7676 Forsyth Boulevard.

Susan Pastoret, Guckenheimer Services, addressed the Board explaining that the liquor license is specifically for internal events, small group functions, serving beer and wine only. Summit Bistro is located on the 4th Floor of the Centene building at 7676 Forsyth Boulevard.

Motion made by Alderman Winings to approve a liquor license for Guckenheimer Services, LLC d/b/a Summit Bistro. Alderman Boulton seconded.

The motion passed unanimously on a voice vote.

AN ORDINANCE TO CONSIDER APPROVING THE 2ND QUARTER AMENDMENT TO THE FISCAL YEAR 2020 BUDGET

Janet Watson, Director of Finance, reported that last month staff presented a revised revenue and expenditure projections related to changes caused by the COVID-19 pandemic and related economic effects. While it is early in this health and economic crisis, staff presented projections of much reduced revenue. At that same meeting staff presented a list of reductions that will occur to offset a large portion of the reduced revenue. The proposed amendments consists of those changes, and one transfer between funds. Additional changes may occur in future budget amendments as more economic results are known. The proposed amendment is as summarized in the report to the Board.

Alderman Winings introduced Bill No. 6801, to approve the 2nd Quarter FY2020 Budget amendment to be read for the first time by title only. Alderman Boulton seconded.

City Attorney O'Keefe reads Bill No. 6801, first reading, an Ordinance Amending the Fiscal Year 2020 Budget and Appropriating Funds Pursuant Thereto by title only.

The motion passed unanimously on a voice vote.

Motion made by Alderman Winings that the Board give unanimous consent to consideration for adoption of Bill No. 6801 on the day of its introduction. Alderman Boulton seconded.

The motion passed unanimously on a voice vote.

Alderman Winings introduced Bill No. 6801, to approve the 2nd Quarter FY2020 Budget amendment to be read for the second time by title only. Alderman Boulton seconded.

City Attorney O'Keefe reads Bill No. 6801, second reading, an Ordinance Amending the Fiscal Year 2020 Budget and Appropriating Funds Pursuant Thereto by title only.

The motion passed on a roll call vote: Alderman Winings – Aye; Alderman Boulton – Aye; Alderman Lintz – Aye; Alderman Berkowitz – Aye; Alderman McAndrew – Aye; Alderman Buse – Aye; and Mayor Harris – Aye. The bill, having received majority approval was adopted and became Ordinance No. 6662 of the City of Clayton.

FISCAL YEAR 2020 2ND QUARTER FINANCIAL REPORT

Interim City Manager Watson provided the Board with a summary of the 2nd Quarter Financial Report for Fiscal Year 2020 (FY20).

MOTION – CERTIFICATION OF JUNE 2, 2020, MUNICIPAL ELECTION

City Manager Gipson reported that on June 2, 2020, a municipal election was held for the offices of Aldermen in Wards 1, 2, and 3. The results of the municipal election as certified by the Board of Election Commissioners of St. Louis County are as follows:

Ward I	Richard Lintz	315 votes
Ward II	Susan Bradley Buse	584 votes
Ward III	Dan Sokol	575 votes
	Andrew “Andy” Galakatos	275 votes
	Jeff Leonard	152 votes

Recommendation is to adopt a motion to accept the canvassed and certified results of the June 2, 2020 municipal election.

Motion made by Alderman Winings to accept the certified election results of the June 2, 2020 election. Alderman Boulton seconded.

The motion passed unanimously on a voice vote.

Other

Alderman Boulton stated, “Mark, I have really enjoyed our last 8 years together. What a pleasure it has been to sit next to you and learn from you, especially in certain critical situations. Such as when certain unnamed (mostly because I still can’t remember who that very fit guy was), well known, athlete applied for a restaurant CUP. And I had no idea who he was.... After that evening, you seemed to truly realize my limited knowledge and understanding of sports and its terminology. And so often you translated for me these odd phrases and analogies. As a small expression of my appreciation of our time together, I have attempted to use your language to say my thanks. ‘Right off the bat’ I’d like to say that my favorite times we shared together typically occurred due to some controversy when we had to have ‘all hands on deck’. Not that we necessarily had to all ‘row in the same direction’ but we did need to ‘get our heads in the game’ and create a ‘game plan’. We constantly tried to do our best and not ‘punch below our weight’ although at times we did want to just ‘punt’. At many of these critical moments, you helped us determine whether we needed ‘a full court press’ or to ‘just carry the ball’. Your sage advice often kept us from ‘a wild goose chase’ and while sometimes it felt like the ‘table was staked’ against us we never completely ‘crashed and burned’. Your quick number crunching mind provided ‘ballpark figures’ to work with and your willingness to always ‘step up to the plate’ was greatly appreciated. You were always professional in your approach and even in heated discussions, never hit “below the belt”. As we analyzed complex real estate deals, you never ‘let your guard down’ and you were always looking for how we might get ‘blindsided’ with unintended consequence. And while a ‘win’ was always preferable, you had the ability to ‘roll with the punches’ while sometimes all we could do is ‘put some points on the board’. While many of our votes were ‘split decisions’ you were always a gentleman no matter which side you were on. And drinks at Muggs was a must after those situations so we could all ‘bury the hatchet’. ‘Across the board’ you were always one to ‘knuckle down’, never ‘playing fast and loose’ with the law. I am so glad you ‘threw your hat in the ring’ 9 years ago and as we come ‘down to the wire’ of your last few moments, overall your performance has ‘hands down’ been a ‘hole in one’. I am so proud to have had the opportunity to serve on the same team with you and will miss your steady presence and sage advice. All the best.”

Alderman Lintz stated, "Hey Mark, you know obviously there will be a recurrent stream of the quiet, steady persona that you've always portrayed amongst the Board and I think it started for me back around when I was a rookie on the team and I asked to meet you for coffee at Panera one morning; and you graciously agreed to meet; I basically said 'what am I doing here?' and you saying, 'you know, it's not that hard' and you kind of gave me a pep talk and I remember that every meeting since then and appreciated it. I also appreciated very much the time you put in knowing that you're a lawyer in a big law firm and you got a lot of pressure; the fact that you were willing to give your time so freely to the city, to us as individuals was very admirable, so I appreciate that also. And finally, as I think Joanne mentioned, there's always a bit of, I guess you were the 'wise old soul', you were quiet, but when you spoke it was something worth saying and something we all listened too, perhaps we did not all vote the same, I can't think of a time that I ever thought that you were wrong in what you said, there was always truth, always meaning, and something rationale in everything you said. Really going to miss you and on the other hand good luck with your free time and enjoy it."

Alderman Berkowitz stated, "Alright Mark, you know this is one of those times when it's very rare, you've already been married and people have toasted you and I don't think there's going to be another opportunity for you to sit and listen to your colleagues who've know you for a long time and have to sit and hear what we all have to say, I assume mostly good and so far it has been – all good – so enjoy it. I honestly didn't know that we were going to accept the results of the last election, I actually thought we were going to reject those so that we could have you for another three years, but apparently nobody thought of that, but now you hold the most consecutive time on the Board – congratulations for that. . I'm glad that you were able to put in these nine years and two months. I was remembering a time, Mark, which I think you must remember it as well, it was about 3.5 years ago, you gave me a start, you actually told me you weren't sure you were going to run again, this was I guess in sometime probably October, November of the preceding three years that you've just put in and you were serious when you said that you may not run again and I was, I couldn't believe that you would consider that and I couldn't believe that I'd be on a Board without you the next three years, so I'm really, really thrilled that you took it and went ahead with the effort and the campaign – it worked out and it paid off. I think the city has been, I know the city has been incredibly lucky to have you these past years, we've had some big deals, and big issues and you come across every time with your judgment, and as Rich said, with your ability to consider the unintended consequences, your analytical thinking, you're always thinking – I hope that's the case because you don't talk a lot, so I assume you're thinking in between those times. Your congeniality – we have always gotten along incredibly well, and I think mostly not because of me, but because of you. you don't "hit below the belt" like Joanne said – I think she's absolutely right about that; you've been a great Board member, for that reason I think some of us get a little carried away and a little emotional, and you were always there to 'just steady the ship' come out with what you think and go forward and your judgment, as Rich said, you're never wrong, you've never been wrong and I really appreciate that. I am going to miss having you on the Board more than you know and I'll especially miss you on those days when we issue those proclamations for Earth Day (Hour). Seriously, I hope everything goes well, your timing is impeccable, your kids are going on off to college and you don't have to worry about seeing them on Tuesday nights, good luck to you and I hope all goes well in the future."

Alderman McAndrew stated, "Mark, first and foremost I'm just so grateful that I've had the opportunity to serve Clayton with you. You've really been a tremendous mentor to me in the last couple of years. As I move forward I know that I'll think back on some of the emails that you've sent to residents and think how would Mark have said it and can I go back to old emails and like

copy and paste what he said. But your thoughtful and just reason responses were so welcomed as such a good way for me to start my time as alderperson. I really thoroughly enjoyed serving together at our neighborhood meetings because I always knew that you'd figure out what to say to those hard questions and the best way to say it. I also really enjoyed our breakfast meetings, our coffees, our phone discussions; if I had questions or I was just having trouble working through my decision making in the last couple of years, you really were the best person to talk to about it and I will really miss that. Additionally, I just wanted to let you know, because we've really only served together for the last couple of years, but I also wanted to let you know that my entire neighborhood took a collective sigh of relief when you were on the Plan Commission and spoke first and loudest against the townhomes at the Maryland School - you gained many fans that night. I just wanted you to know like as a constituent more than two years ago that in nine years you have helped the city tremendously and that is just one example of one decision were you lifted up many and just made such an important decision and it meant a lot to a lot of people, so I just hope you remember that. Finally, you taught me how to campaign, I knocked on every registered voters' door in Ward 3 because when my family and I rented a house in Clayton gardens when we first moved here nearly almost ten years ago you and Rula knocked on the door and you both were so gracious and kind, like you just happened to know on the door, you were campaigning for your very first election. I always vote in elections; I was taught to vote so I voted for you because I met you when you knocked on the door and I'll just never forget that. In closing, I just hope that you have more time for yourself, I hope you have more time for walks with Rula, more time with your children, and dinners with friends, I hope you get out more to the lovely State of Wisconsin more often – it's so much better than Illinois and once this virus burns out I hope that you and Rula will save a dinner for Chris and I. Thank you so much for everything you've done for Clayton and thank you for being such a great teacher to me.

Alderman Buse stated, "Well Mark I have not been on this Board with you for very long, but I've known you these than nine years because both our boys were in second grade together. I do know that you're a phenomenal dad and they're phenomenal tennis players, because you encouraged that and supported that and we also during that time had our parallel board stories because I was on the school board and you were venturing in this and deciding on those things. But getting up to board service together now these last few months have to say that when you'd walk in with your hair looking trimmed I would say, 'oh, I just saw Jack, he must of taken his dad to the haircut'; when you'd sit at the table sometimes you'd do this shrug and I'd think Wil taught him that; most importantly Mark, you do say a lot of wise things, you stay very steady at the table and each time you do, I think, he bounced that off Rula. So, it's been a pleasure and I wish you luck, and we go on together to senior year. Thanks!"

Mayor Harris stated, "So Mark you came on the Board in 2011 and I had been on the Board for a few years at that point, it was great to have you. You were a huge contrast to your predecessor at that time, a welcome change up in terms of just the way you look at things. Obviously having different points of views on our Board is very important – that was awesome. You kind of calmly came in and took it all in stride, you have lived through three different mayors and I'm hoping that I'm your favorite, but you know, I'm not going to ask and you've served through so many ups and downs of this Board and the city – the recession back in 2008 and a very tough decisions that we had to make back then and then you went on to 'ride the wave' of commercial development and I wasn't always on the Board at that time, but I know you did a tremendous job and bringing your great skills to bear on every project that came your way and including your service on the ARB so the city owes you a lot for that. You've lived through eight retreats, I know that's one of your favorite parts of being on this Board, you won't have to go

through the ninth one – I don't know when we'll have that, but you've escaped it. Again, it's kind of all been said and I don't want to repeat everything, but I do want to say that as a new mayor I have really relied on you in your capacity as Mayor Pro Tempore, relied on your wisdom, your calm demeanor, your judgment, level-headedness, and your financial strengths are up there in terms of understanding all of these development deals and transactions that we've entered into over the years and that is valued by everyone. You've always been fully invested even though somehow you have a full-time job, you've got four kids and still you put it all out there whenever you are involved in a project – Charter Commission, ARB, or any project that you've committed to, you are all in and that is something that I really respect and admire. Again, has provided a great value to our city. I hope that you will really enjoy your 'retirement' but that you won't go too far away; you've may have noticed that others who have gone off of the board still give us plenty of advice. I think that you will now be the ninth or tenth alderman now and I value all of those interactions and pieces of advice that I get from people who've served on the Board previously. So, I hope you won't be shy about offering those up, and now you can say anything you want. So that's good – don't be a stranger I'm very honored to have served with you and I hope that we cross paths with you often in the days, weeks, months, and years to come.

City Manager Gipson stated, "It's been a short time here, 4.5 maybe 5 months in, but one of the first people that reached out was Mark to have dinner with him and Rula and I brought my wife out and that meant a lot to us, especially my wife coming into a new community where she really didn't know any body and I just thought that was great that you reached out. It was good conversation and really helped put her at ease with everything. But beyond that, our Monday calls, always great questions, a lot of insight, a lot of wisdom, and I appreciate all of it, although a short time, it was good and I'll be pretty close to you in Davis Place here within the next couple of days, so I'm sure I'll see you soon."

Alderman Winings stated, "First of all I got these flowers today from the City of Clayton and I think it's actually the first time that I've ever received flowers for any reason, so it's kinda nice—thank you. Thank you for all of your remarks tonight, I've had the honor of being an alderman for, as Ira said, nine years and two months, three mayors, Harris, Sanger, Goldstein, six of you (alderman) plus Berger, Lichtenfeld, Goodman, Maddox-Dallas, and Garnholz, hopefully I'm not forgetting anyone but I think that's the set – I thank them and I thank you all for your partnership and your friendship over these years. I would like to thank my Ward 3 aldermanic partners. A quick side story about 10 years ago that Alex Berger and Steve Lichtenfeld called me up to meet at Starbucks, I had no idea what it was for, thought maybe a complaint of my trash – a client dropped me off and I remember saying 'I don't know that they want to meet about' and he said 'oh, their politicians, they want money.' They sat me down and said they wanted to see if I was interested in running for alderman in Ward 3, Alex was retiring and the Ward 3 was going to be coming on and if I had any questions.' So I did, I had a lot of questions and I think my first question was, 'what is Ward 3?' because I was not familiar with the structure of the city government, so anyway I thought about it and ended up deciding to run. I want to thank our staff as well, this job is a lot easier when you can take for granted that certain things operate properly, former City Manager Craig Owens and now David Gipson I think we are very fortunate to have - just top-tier. One of the most important things we do as a Board is hire a city manager and I think we did a good job with that with having Craig those years and now with David. And on down the line, the whole line-up is strong, our department directors are all outstanding, June keeps everything running smoothly, Kevin O'Keefe and his partners always provides life counsel and good advice, which I've appreciated that over the years. Want to thank the residents of Ward 3 of course who trusted me with this responsibility. Whether or not they voted for me, they got me, if nothing else, put up with me for nine years. Finally, I want to thank my wife, of course, and my campaign manager, Rula, who put up with a lot of absences and thing over the years

and who has been very supportive, and patient. Thinking about all of the meetings, she thought we only had one meeting a month and I was like no, it's three meetings a month, so it wasn't as bad as it seemed because she didn't miss me as much. Highlights that stood out to me over that last decade, these are not necessarily things that the Board of Aldermen had a huge hand in, but we were involved in in some way. The first of those was our excellent city services, I remember sitting in the Council Chambers when every other year when we had our resident citizen survey and just how excellent the results were for the City of Clayton and historically on how we've had just great service delivery, it's like the core thing we do and we as a Board have never really had to spend a lot of time talking about because we've had such a great staff that it kind of happens, so it's an important thing that we do, but we do not have to spend a lot of time on. Another thing that stands out is just the massive amount of new development in Clayton, particularly in our downtown, it's well over a billion dollars and it adds to the vibrancy of our downtown and it's part of the engine that keeps our city and school district humming along. Major projects that happened in the last few years include the new police station, Chapman Plaza in Shaw Park, and the Enterprise Pavilion in Shaw Park all of which has permanently changed the landscape of Clayton. A balanced budget, right up until very recently, until tonight I think, we've had a balanced budget ever since probably about my second year in office and if my term had ended when it was supposed to, two months ago, I would have been able to say how proud I was in having a balanced budget for eight straight years, but obviously these are historic times and so it's the way it goes, and fortunately we've been prudent fiscally and I think that leaves us in a best possible position going forward to deal with the crisis ahead of us. People scoff at this sometimes, but I also think that the city's communications with residents is at an all-time high. Because of our use of technology, I do not think there has ever been a time in the city's past where we did a better job or had more accessibility to the public. Finally, this is something that we don't have a direct role in, but I think the fact that we have such high property values here in Clayton, an historic high right now speaks well of the city and the school district. It's probably not polite to talk about, and we don't talk about it very much as a Board, but if Clayton was a corporation the property values would be like our share price and it reflects values, it reflects the desirability of living in this community and of course the outstanding school district that we have. At this point I will congratulate Dan. I've gotten to know Dan a little over the last few months leading up to this election, I know he'll be a great alderman, he brings a lot of skill and experience, and a new perspective to the Board. He's coming in at a difficult time, a challenging time as we saw tonight. It's going to be a lot of budget challenges over the next few months if not the next few years, which I think the city is well positioned to deal with those. You know in the short run sometimes things are bad, things can get broken down and in a short period of time you can look at things and think it got worse over the last few weeks. But I think with Clayton in the long run it's always upward, the trajectory is positive and I'm confident that things will continue to go well. As someone that is about to be a constituent of yours in the next few minutes I just wanted you to know that no pressure, but I do expect great things from the City of Clayton over the next decade. Of course, if I could ever be of any assistance to any of you, especially to you Dan, please do not hesitate to reach out. People over the last few months have frequently asked me if I'm happy or sad to be leaving the Board and you know, the answer is like, yes both at the same time. There will be parts of this job that I won't miss, I'm sure you guys can all relate, but for the most part it's been a great experience for me, it's been very positive, I've enjoyed our camaraderie, I've enjoyed serving this great city and our great residents, it's been an important part of my life, I've worked hard at it, met a lot of people, I've learned a lot, I've developed a deeper understanding of good government and I'll take that with me into my other endeavors. With all that said I will now turn the Ward 3 over to Dan Sokol.

Motion made by Alderman Boulton to adjourn Sine Die. Alderman Lintz seconded.

The motion passed unanimously on a voice vote.

There being no further regular business the meeting adjourned at 8:10 p.m.

Mayor

ATTEST:

City Clerk

DRAFT

Alderman Richard Lintz, Alderman Susan Buse, and Alderman Dan Sokol was sworn in by City Clerk June Frazier.

THE CITY OF CLAYTON

Board of Aldermen
Virtual Zoom Meeting – 2nd meeting
June 23, 2020
8:18 p.m.

Minutes

NOTE: In accord with the provisions of Section 610.015, RSMo., and multiple declarations of emergency at every level of government, and the prohibition on gatherings of 10 or more persons due to the Coronavirus pandemic, normal requirements for voting in the Board meeting were suspended. Accordingly, votes were taken as if all Board members were physically present and in attendance at the meeting.

Mayor Harris called the meeting to order and requested a roll call. The following individuals were in attendance:

Aldermen: Joanne Boulton, Rich Lintz, Ira Berkowitz, Bridget McAndrew, Susan Buse, and Dan Sokol.

Mayor Harris
City Manager Gipson
City Attorney Karr

PUBLIC REQUESTS AND PETITIONS

None

DISCUSSION ON THE PARKLET PROJECT

Gary Carter, Director of Economic Development, provided a summary on the report (included in the Board packet) on the parklets.

In light of the recent financial challenges due to the COVID-19 crisis, the Board was in consensus for the City to move forward with the barricade idea for outside dining.

DISCUSSION ON THE FORSYTH BOULEVARD LANE CONFIGURATION ASSOCIATED WITH FORSYTH POINTE DEVELOPMENT

Matt Malick, Director of Public Works, provided the Board with an extensive summary of the Forsyth Boulevard Lane Configuration related to the Forsyth Pointe Development project. (included in the Board packet).

The following individuals were also in (virtual) attendance:

Lee Cannon, CBB, Transportation and Engineers.
Scott Haley, U.S. Capital Development

Max Breitmayer, U.S. Capital Development
Denny Holzer, Design & Facilities, Commerce Bank
Dustin Reichman, Lochmueller Group

Motion made by Alderman McAndrew that the Board adjourn to a closed meeting, with a closed vote and record, as authorized by Section 610.021(1), (2) and (3) Revised Statutes of Missouri, relating to legal issues, real estate and/or personnel, and to discuss matters related to negotiation of a contract pursuant to Section 610.021(12), RSMo. and/or proprietary information pursuant to Sec. 610.021(15), and/or information related to public safety and security measures pursuant to Section 610.021(18) and (19) RSMO. Alderman Sokol seconded the motion.

The motion passed on a roll call vote: Alderman Boulton – Aye; Alderman Lintz – Aye; Alderman Berkowitz – Aye; Alderman McAndrew – Aye; Alderman Buse – Aye; Alderman Sokol – Aye; and Mayor Harris – Aye.

There being no further regular business the meeting adjourned at 10:50 p.m.

Mayor

ATTEST:

City Clerk



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR HARRIS; BOARD OF ALDERMEN
FROM: DAVID GIPSON, CITY MANAGER
JANET K. WATSON, DIRECTOR OF FINANCE AND ADMINISTRATION
DATE: JULY 14, 2020
RE: RESOLUTION - FIVE-YEAR CAPITAL IMPROVEMENTS PLAN FOR
INCLUSION IN THE FY 2021 PROPOSED BUDGET DOCUMENT

At the June 23, 2020, discussion session, staff presented the Board of Aldermen with the recommendations for the funded projects in the five-year Capital Improvements Plan (fiscal years 2021 – 2025). After discussion regarding specific projects, the Board made no changes to the recommended project list at that meeting.

The Capital Improvements Plan, once approved, will be incorporated into the proposed City budget document and will be a part of the public hearing process prior to budget approval.

STAFF RECOMMENDATION: To approve the attached resolution approving the five-year Capital Improvement Plan funded project list for inclusion in the FY 2021 proposed City budget.

RESOLUTION NO. 2020-09

**RESOLUTION TO APPROVE THE FIVE-YEAR CAPITAL IMPROVEMENTS PLAN
TO BE INCLUDED IN THE FISCAL YEAR 2021 PROPOSED CITY BUDGET**

WHEREAS, the City maintains a Capital Improvements Program that provides for the funding of City infrastructure, facilities and amenities; and

WHEREAS, each year City staff recommends projects to be included in the Capital Improvements Plan by using the criteria outlined in the Capital Improvements Plan Ranking System; and

WHEREAS, the Board of Aldermen was presented with detailed information on the list of projects recommended for funding in the five-year Capital Improvements Plan at the June 23, 2020, Board of Aldermen discussion session; and

WHEREAS, the Board of Aldermen desires to include the Capital Improvements Plan in the Fiscal Year 2021 proposed budget document; and

WHEREAS, a public hearing will be held on the proposed budget document, including the Capital Improvements Plan, prior to approval of the fiscal year 2021 budget as required by law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the City of Clayton approves the list of funded projects in the five-year Capital Improvements Plan as attached hereto as Exhibit A and incorporated herein by this reference, and further directs the City Manager to include this plan in the fiscal year 2021 proposed budget document, for which a public hearing will be held as required by law.

Passed by the Board of Aldermen this 14th day of July 2020.

MAYOR

ATTEST:

CITY CLERK

Funded Capital Projects

Project Name	Status / CIP Score	Total Project Costs							Revenue	Net Cost to Reserves
		Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total		
* Ice Rink/Multi-Purpose Facility	Bonds/Grants	\$1,732,986	\$0	\$4,000,000	\$9,350,000	\$0	\$0	\$15,082,986	\$3,340,000	\$11,742,986
Maryland Avenue Resurfacing	Bonds/Grants	649,690	1,434,111	-	-	-	-	2,083,801	2,083,801	-
Central Business District Resurfacing	Bonds/Grants	75,000	240,000	1,350,438	381,760	1,145,280	-	3,192,478	1,475,438	1,717,040
Sidewalks, Curbs & Accessibility Improvements	Bonds/Grants	Annual	100,000	120,000	120,000	120,000	120,000	580,000	580,000	-
Microsurfacing of Claverach & Wydown	Active	35,000	577,352	-	-	-	-	612,352	-	612,352
10 S Brentwood Exterior Signage	Active	-	30,000	-	-	-	-	30,000	-	30,000
Shaw Park South Playground Replacement	60	-	325,000	-	-	-	-	325,000	300,000	25,000
Brentwood Building Internal Guttering & Crown Molding Replacement	58	-	500,000	-	-	-	-	500,000	131,164	368,836
Parks and Recreation Master Plan	57	-	-	102,000	-	-	-	102,000	-	102,000
Shaw Park Service Road Repairs	55	-	-	-	200,000	-	-	200,000	-	200,000
City-Wide Street Lighting Concept Plans	52	-	300,000	-	-	-	-	300,000	225,000	75,000
Bike & Pedestrian City Master Plan	38	-	-	78,000	-	-	-	78,000	-	78,000
10 S Brentwood - Police Dept Training Rm	38	-	-	-	77,380	-	-	77,380	-	77,380
Street Lighting Extension - Linden Ave.	35	-	8,392	52,451	-	-	-	60,843	60,843	-
City Hall - Planning Dept. & Security	23	-	-	-	101,760	-	-	101,760	-	101,760
Total		\$2,492,676	\$3,514,855	\$5,702,889	\$10,230,900	\$1,265,280	\$120,000	\$23,326,600	\$8,196,246	\$15,130,353

This list of capital projects includes new projects budgeted in FY 2021 through FY 2025. It does not include projects that were near completion in FY 2020 and may have remaining expenditures in FY 2021 and beyond.

* Project included in the Bond Construction Funds



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR HARRIS; BOARD OF ALDERMEN
FROM: DAVID GIPSON, CITY MANAGER (*DG*)
JUNE FRAZIER, CITY CLERK
DATE: JULY 14, 2020
SUBJECT: MOTION TO ELECT MAYOR PRO TEMPORE

Per the City of Clayton Charter, Article II, Section 2, the Board of Aldermen shall elect from among the aldermen a mayor pro-tempore, who shall act as mayor in the absence of the mayor.

Alderwoman Joanne M. Boulton has been nominated by Mayor Harris to be appointed as Mayor Pro Tempore.

Recommendation is to elect a Mayor Pro Tempore.



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR HARRIS; BOARD OF ALDERMEN
FROM: DAVID GIPSON, CITY MANAGER (DG)
JUNE FRAZIER, CITY CLERK
DATE: JULY 14, 2020
SUBJECT: ALDERMANIC COMMITTEE ASSIGNMENTS

In order to be consistent with the *Charter* requirements all appointments/assignments to the Boards and Commissions requires approval by the Board of Aldermen. The following assignments are proposed by Mayor Harris:

Clayton Century Foundation

Alderman Joanne Boulton
Alderman Bridget McAndrew

CRSWC

Alderman Ira Berkowitz
Alderman Bridget McAndrew

Plan Commission/ARB

Alderman Rich Lintz

Economic Development Advisory Committee

Alderman Susan Buse
Alderman Dan Sokol

Parks & Recreation Commission

Alderman Bridget McAndrew
Alderman Ira Berkowitz

Public Art Advisory Committee

Alderman Rich Lintz

Non-Uniformed Employees Retirement Fund Board

Alderman Rich Lintz
Alderman Dan Sokol

Uniformed Employees Retirement Fund Board

Alderman Joanne Boulton
Alderman Dan Sokol

Sustainability Committee

Alderman Susan Buse
Alderman Dan Sokol

Clayton Equity Commission

Alderman Susan Buse
Alderman Joanne Boulton

Other

Mayor Michelle Harris- Municipal League of St. Louis County

Recommendation: To consider the appointments.



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR MICHELLE HARRIS; BOARD OF ALDERMEN

FROM: DAVID GIPSON, CITY MANAGER
SUSAN M. ISTENES, AICP, DIRECTOR, PLANNING & DEV. SERVICES

DATE: JUNE 23, 2020

SUBJECT: APPEAL OF THE ARCHITECTURAL REVIEW BOARD'S DECISION TO APPROVE A GARAGE ADDITION AT 747 MIDDLE POLO DRIVE.

This is a request for an appeal of the May 4, 2020 Plan Commission/Architectural Review Boards' (PC/ARB) decision to approve the development plans for a garage addition located at 747 Middle Polo Drive. On May 18, 2020, William Burris, DBK Trust, LLC, who resides at 733 Middle Polo Drive, filed an appeal with the City of Clayton.

The property is a corner lot with frontage on Middle Polo and West Polo Drive; the site is X acres in size. The applicant, Ken and Laurie Aston, had previously received approval by the Board of Adjustment, for a 2-foot 8-inch variance to the rear (north) property line in order to construct a garage addition. The proposed garage addition was carefully designed and placed on the site in order to ensure compatibility with the existing architecture of the single-family home which was constructed in 1922 and to minimize the removal of mature trees and other landscaped vegetation from the property. The location of the garage necessitates a rear entry from West Polo drive by way of a previously open curb cut which was closed approximately 15 years ago. The existing home also has a circular drive with access from Middle Polo Drive.

After review of the proposed plans, on May 4, 2020 the PC/ARB voted unanimously to approve the design for the proposed construction of the garage addition which will allow the existing single car garage to be expanded into a two-car garage.

On May 18, 2020, William Burris who lives at 733 Middle Polo Drive, filed an appeal with the City of Clayton to overturn the ARB's decision, for the following reasons:

- A. The appellant claims that the proposed addition of a third curb cut is in violation of Clayton City Code Section 415.600(C) which limits curb cuts to a maximum of two per lot.
- B. The appellant claims the third curb cut violates Clayton City Code Section 415.600 (D) which limits access to a corner residential lot from either street, but not both.
- C. The appellant claims the Architectural Review Board doesn't have the authority to grant any variance in accordance with either code section, instead the granting of a variance pursuant to both cited code sections is solely within the authority of the Board of Adjustment.

Pursuant to Section 400.230 "Appeals," an aggrieved party may, within fifteen (15) days of the decision for which redress is sought, file with the Board of Aldermen a written request for

reconsideration and appeal of any decision of the Architectural Review Board under this Article.

The written request must set forth in a concise manner the decision being appealed, and all grounds known to the appellant as to wherein and why the decision is allegedly in error.

The Board of Aldermen may consider the appeal on the record of the prior decision by the Architectural Review Board or may, at its sole discretion, receive additional evidence in such manner as it deems appropriate in light of the circumstances associated with this application for appeal.

Statements of appeal and staff analysis follows:

1. Appellant's claim: A. The appellant claims that the proposed addition of a third curb cut is in violation of Clayton City Code Section 415.600(C) which limits curb cuts to a maximum of two per lot.

Staff response: Code **Section 405.1020 Scope of Modifications Authorized** provides that the Plan Commission may modify proposed site development with an emphasis on conformity with good planning practices and compatibility with the existing built and natural environment including but not limited to 405.1020 A.1. d. *Providing driveway and garage entrances that are compatible and efficient with the structure and surrounding neighborhoods.* The Plan Commission/ARB's decision to approve the design and location of the garage addition was the most appropriate outcome in these circumstances, as the design of the garage addition and the location of the new curb cut preserves the architecture of the existing residential structure on site as well as preserves the existing neighborhood character.

2. Appellant's claim: B. The appellant claims the third curb cut violates Clayton City Code Section 415.600 (d) which limits access to a corner residential lot from either street, but not both.

Staff response: Subject to code **Section 415.570 – Minimum Design Standards**, the Public Works Director has final say with respect to public improvements and infrastructure on individual projects and pursuant to **Section 415.600 (c) Lots**; The Public Works director has decision making authority as to location of access points. Given the fact that this is an existing subdivision with structures that are upwards of 100 years in age with residential streets that do not allow for cut through traffic, potential concern over public safety and traffic flow issues generated from the new driveway cut are minimized. The additional driveway cut will not be impeding nor will it change traffic flow in the immediate neighborhood.

3. Appellant's claim: The appellant claims the Architectural Review Board doesn't have the authority to grant any variance in accordance with either code section, instead the granting of a variance pursuant to both cited code sections is solely within the authority of the Board of Adjustment.

Staff response: The appellant has made an error of law. Pursuant to **Section 415.060 Variations and Exceptions**, The Board of Adjustment shall have no authority to vary or modify the requirements of the subdivision regulations.

Staff Analysis – The ability to file an appeal

To file an appeal, an appellant must be an "aggrieved party" as that term is defined in the "Definitions" section of the City's Land Use regulations. Per the regulations, an "aggrieved party" is defined as either:

1. The applicant, **or**
2. One who:
 - a. Suffers a demonstrable and material adverse effect from the decision at issue, **and**
 - b. Is the owner or occupant of property within two hundred (200) feet of the subject property as measured from all boundaries of the subject property.

Review of the appeal documents shows that, with respect to the second requirement (2b - suffering a demonstrable and material adverse effect from the decision at issue), the appellant makes no general or specific statements regarding any type of demonstrable and material adverse effect from the decision at issue. The appellant does not specify in any meaningful way how any person who might reside within the requisite perimeter, including himself, "suffers a demonstrable and material adverse effect" from the ARB's decision to approve the architectural plans for the garage addition.

In summary, the appellant has failed to establish that he is an aggrieved party within the meaning of Sections 405.390 and 405.930 of the Clayton City Code; specifically, the claim that the appellant will suffer a demonstrable or adverse effect of any kind, was not substantiated in his request for appeal.

The appellant meets b. not a. and therefore has not established that he is an aggrieved party within the meaning of Sections 405.390 and 405.930 of the Clayton City Code.

STAFF COMMENTS: The Board should consider the application for appeal and all the backup documents and shall hear such interested parties as may desire to be heard. The Board shall vote to approve, modify or disapprove the application.

Rec'd 5/18/2020 JFrazier

Board of Aldermen – City of Clayton, Missouri
City Hall
10 North Bemiston Avenue
Clayton, Missouri 63105

May 18, 2020

Service to:

June Frazier
City of Clayton, City Clerk

VIA EMAIL TO JFRAZIER@CLAYTONMO.GOV

Board of Aldermen:

I hereby appeal the decision of the Planning Commission / Architectural Review Board ("PC/ARB") rendered on May 04, 2020 regarding the garage addition at 747 Middle Polo Drive (historically numbered 528 West Polo Drive).

In particular, I oppose the submitted plan which requires a total of three (3) curb cuts for the lot at 747 Middle Polo Drive.

The lot in question is a corner lot, with frontage on both Middle Polo Drive and West Polo Drive (with historical driveway access only from West Polo Drive). The lot currently has two (2) curb cuts on Middle Polo Drive to accommodate a circular drive. The garage addition at 747 Middle Polo Drive, as proposed, calls for a curb cut on West Polo Drive (bringing the total curb cuts to three).

The addition of a third curb cut is in violation of Clayton City Code Section 415.600(C) which limits curb cuts to a maximum of two (2) per lot. Moreover, a third curb cut on West Polo Drive would also violate Clayton City Code Section 415.600(D) which states that "Access to a corner residential lot may be from either street, *but not both*" Clearly, allowing a curb cut for street access from West Polo Drive would require removal of both curb cuts on Middle Polo Drive.

The Plan Commission and Architectural Review Board has discretion regarding the "design, material and compatibility" of proposed new construction (Sec. 400.110(A)). The PC/ARB does not have authority to grant any variance in accord with Code Section 405.610 or 405.620. Instead, any such variance is solely within the authority of the Board of Adjustment. At the May 04, 2020 meeting of the PC/ARB, the Board specifically stated that the Board assumed the matter of a variance for three curb cuts was addressed by the Board of Adjustment. This is not the case.

The project at 747 Middle Polo Drive was before the Board of Adjustment on numerous occasions. Of note, the Board of Adjustment took up the matter of a variance to allow curb cuts in violation of Code Section 415.600(C) and (D) on October 3, 2019 and **denied** such a variance. The Board of Adjustment considered variances for the 747

Middle Polo Drive project again on March 5, 2020 and failed and/or refused to take up the matter of a variance for the requested curb cuts.

As discussed previously with the City of Clayton attorney Kevin O'Keefe, the decisions of the Board of Adjustment are currently on appeal in St. Louis County Circuit Courts

Additionally, I was present at the Board meeting when the previous owner, Brett Cassity, requested a variance to allow for three (3) curb cuts so he could keep the original curb cut on West Polo Drive, and add two (2) more curb cuts to accommodate a circular driveway on Middle Polo Drive. The request was **denied**, and the Board allowed a circular driveway on Middle Polo Drive upon the strict requirement that the original curb cut on West Polo Drive was removed.

For these reasons, I oppose the project under consideration at 747 Middle Polo Drive, and appeal the May 04, 2020 decision of the PC/ARB.

Sincerely,

/s/ William Burris

William Burris
DBK Trust, LLC
733 Middle Polo Drive
Clayton, MO 63105

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1. Article Addressed to:

KEN ASTON & LORE ASTON
KALA TRUST
747 MIDOLE POLO DRIVE
CLAYTON, MO 63105



9590 9402 5866 0038 1112 67

2. Article Number

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See Reverse for instructions

CITY PLAN COMMISSION/ARCHITECTURAL REVIEW BOARD
VIRTUAL ZOOM MEETING
MONDAY, MAY 4, 2020
17:30 (05:30 PM)

CALL TO ORDER

The meeting was called to order by Chairman Steve Lichtenfeld at 17:30.

ROLL CALL

Chairman Steve Lichtenfeld, City Manager David Gipson, Aldermanic Representative Richard Lintz, Carolyn Gaidis, Robert Denlow, George Hettich, and Helen DiFate answered roll call.

ALSO IN ATTENDANCE

Stephanie Karr, City Attorney
Susan M. Istenes, AICP, Planning Director

APPROVAL OF MINUTES

CAROLYN GAIDIS – MOVE TO APPROVE THE MINUTES WITH MINOR AMENDMENTS

RICHARD LINTZ – SECOND

BOARD UNANIMOUSLY APPROVES APRIL 20, 2020, MEETING MINUTES.

ALL BUSINESS

225 SOUTH MERAMEC AVENUE – ARCHITECTURAL REVIEW BOARD – EXTERIOR ALTERATION

Director Susan M. Istenes summarizes the following staff report: “The subject property is located at 225 South Meramec Avenue on the west side of the street just north of the intersection of Shaw Park Drive and South Meramec Avenue. The proposed project consists of painting the exterior of a 5-story office building which is developed on this site.

The existing building is constructed of brick, grey/brown in color, a light grey stone entry vestibule surrounding the front door with stucco, and a white brick landscape wall approximately 2.5 feet high located parallel to the sidewalk along South Meramec Avenue. The existing window frames are grey aluminum and the panels between the windows appear to be a light grey/brown with fading.

The applicant proposes to clean the building and repaint the building facades, the window frames, the retaining wall and the front entry vestibule. The applicant proposes paint colors in the grey family ranging from dark grey/black to be used on the window frames; a dark gray to be used on the vestibule; medium grey on all building facades and a medium to light grey on the retaining walls. Grey is generally considered to be a neutral color. No other changes to the exterior of the building are proposed at this time.

Surrounding properties are mainly constructed with brick and other masonry material, ranging in color from grey, brown and red. The proposed color changes will be compatible with surrounding properties and will give the subject structure a more updated and clean appearance.

STAFF RECOMMENDATION IS TO APPROVE AS SUBMITTED.

TINA RIPPLE (TR) – REPRESENTATIVE/APPLICANT

ROBIN KESSINGER (RK) - APPLICANT

TR – Unable to connect microphone but is present at the meeting via chat on zoom – notes that she has nothing to add to the staff report.

Richard Lintz – Are they painting the wall?

TR – Responds via chat they are painting the wall.

CAROLYN GAIDIS – MOTION TO APPROVE AS SUBMITTED.

RICHARD LINTZ – SECOND.

BOARD UNANIMOUSLY VOTES TO APPROVE WITH RECOMMENDATION. 7-0

747 MIDDLE POLO DRIVE – ARCHITECTURAL REVIEW BOARD – SINGLE-FAMILY ADDITION

Director Susan M. Istenes summarizes the following staff report: “The 24,490-square-foot site is located on the northwest corner of Polo Drive and Middle Polo Drive. The property has a zoning designation of R-2 Single-Family Dwelling District. The site is developed with a 2.5-story single family home and an attached single car garage which measures +/- 18 feet seven inches deep by 22 feet 2 inches wide. The existing garage was built in 1922 and will only accommodate one car. The proposed project consists of the construction of an attached garage 16 feet 5 inches deep by 25 feet 6 inches wide (490-square-feet) one car garage addition. The garage addition will be 25 feet in height which includes an attic area. Entry to the garage addition will be provided from the rear, off Polo Drive. On March 5, 2020 a 2.66 foot variance was granted to allow the garage addition to encroach into the rear yard.

The existing home has a primary building material of brick which is painted a cream color, black wooden shutters with hinges, double hung windows constructed of wood and painted white, dormer windows and a gray slate roof. The design and materials of the proposed garage addition will match the existing home. The primary building material of the garage will be brick veneer, painted a cream color, black wooden shutters and hinges, and a gray slate roof. The front elevation of the garage will have two dormer windows to match the existing dormer windows on the front of the house. Matching windows, woodwork, dormer windows and shutters are featured on all elevations of the garage to match the house on each elevation. The rear elevation also features a white painted wood paneled garage door to match the existing garage door.

Staff is of the opinion that the design and materials of the addition are compatible with the character of the existing house.

Impervious coverage on the lot will be increased with the proposed project. The total lot impervious coverage will be 43.8 percent, which is below the maximum allowed. In the R-2 zoning district, total lot coverage is limited to 55 percent.

The proposed addition does not require Site Plan Review. The landscape plan notes that an existing birch tree located near the front corner of the proposed garage will be removed. The property owner will be adding a flagstone walkway on the west side of the new addition which leads to the existing circle drive. Several shrubs will be removed and relocated from the circle drive landscape island to the west side of the garage. Tree protection will be provided along the west side of the property where several trees are proposed to remain.

The project as proposed is in conformance with the requirements of the R-2 Single Family Dwelling District and the Architectural Review Guidelines. Staff is of the opinion that the design and materials of the alteration are compatible with the existing home and the neighborhood.

STAFF RECOMMENDATION IS TO APPROVE AS SUBMITTED.

KEN ASTON (KA) – OWNER
WILLIAM COVER (WC) – ARCHITECT

WC – Addresses the Board to answer questions and explain the project. They are single car garages only slightly wider.

Chairman Lichtenfeld – I would like to remind you all that this is only ARB not SPR. This is beautiful.

Carolyn Gaidis – Why did this not require SPR?

Kari Cranford – The project did not meet the square-footage requirement and the impacts to the surrounding neighborhood are minimal.

Public Comment

Chairman Lichtenfeld – Notes that the Board received 5 emails regarding this project 4 in favor, 1 opposed to the curb cut.

Richard Lintz – I would have liked to see one of the curb cuts removed but it doesn't impose that much on the grassy area.

Brant Styles – I support this project.

Margret Hyde – Also supports the project. Loves the design and that they are working with the original home and not tearing it down and building a new West County design.

Vic (unsure of last name) – Loves the home and the project.

Ryan Kendrick – I walk through Polo and this addition is beautiful.

CAROLYN GAIDIS – MOTION TO APPROVE AS SUBMITTED.

RICHARD LINTZ – SECOND.

BOARD UNANIMOUSLY VOTES TO APPROVE. 7-0

HAVING NO FURTHER BUSINESS BEFORE THE COMMISSION, THE MEETING WAS ADJOURNED AT 18:15.

Recording Secretary



REQUEST FOR ARCHITECTURAL REVIEW BOARD CONSIDERATION

Date:	May 4, 2020
Applicant:	William D. Cover
Owners:	Ken and Lori Aston
Project Address:	747 Middle Polo Drive
Item Type:	Architectural Review/Request for Action
Project Type:	Single-Family Addition
Staff:	Susan M. Istenes, AICP Director of Planning & Development
Summary:	Review of the design and materials associated with a garage addition to a single-family residence.

PROJECT DESCRIPTION

The 24,490-square-foot site is located on the northwest corner of Polo Drive and Middle Polo Drive. The property has a zoning designation of R-2 Single-Family Dwelling District. The site is developed with a 2.5-story single family home and an attached single car garage which measures +/- 18 feet seven inches deep by 22 feet 2 inches wide. The existing garage was built in 1922 and will only accommodate one car. The proposed project consists of the construction of an attached garage 16 feet 5 inches deep by 25 feet 6 inches wide (490-square-feet) one car garage addition. The garage addition will be 25 feet in height which includes an attic area. Entry to the garage addition will be provided from the rear, off Polo Drive. On March 5, 2020 a 2.66 foot variance was granted to allow the garage addition to encroach into the rear yard.

CRITERIA FOR REVIEW

Compatibility & Building Materials

The existing home has a primary building material of brick which is painted a cream color, black wooden shutters with hinges, double hung windows constructed of wood and painted white, dormer windows and a gray slate roof. The design and materials of the proposed garage addition will match the existing home. The primary building material of the garage will be brick veneer, painted a cream color, black wooden shutters and hinges, and a gray slate roof. The front elevation of the garage will have two dormer windows to match the existing dormer windows on the front of the house. Matching windows, woodwork, dormer windows and shutters are featured on all elevations of the garage to match the house on each elevation. The rear

elevation also features a white painted wood paneled garage door to match the existing garage door.

Staff is of the opinion that the design and materials of the addition are compatible with the character of the existing house.

Site and Landscape

Impervious coverage on the lot will be increased with the proposed project. The total lot impervious coverage will be 43.8 percent, which is below the maximum allowed. In the R-2 zoning district, total lot coverage is limited to 55 percent.

The proposed addition does not require Site Plan Review. The landscape plan notes that an existing birch tree located near the front corner of the proposed garage will be removed. The property owner will be adding a flagstone walkway on the west side of the new addition which leads to the existing circle drive. Several shrubs will be removed and relocated from the circle drive landscape island to the west side of the garage. Tree protection will be provided along the west side of the property where several trees are proposed to remain.

CONCLUSION

The project as proposed is in conformance with the requirements of the R-2 Single Family Dwelling District and the Architectural Review Guidelines. Staff is of the opinion that the design and materials of the alteration are compatible with the existing home and the neighborhood.

STAFF RECOMMENDATION

To approve as submitted.



Planning and Development Services

10 N. Bemiston Avenue • Clayton, Missouri 63105 • 314-290-8453 • FAX 314-863-0296 • TDD 314-290-8435

APPLICATION FOR ARCHITECTURAL REVIEW BOARD

- All applicable sections of this application must be complete and consistent with submitted materials. The application, plans, and **\$135** fee (includes non-refundable \$35 processing fee) must be submitted at least 14 days prior to the meeting date (refer to the attached meeting schedule).
- Submit 11 plans sets (one 24" x 36" & ten 11" x 17") & an electronic copy (in pdf format) of the completed application **and** plans (either via e-mail to akrane@claytonmo.gov and kcranford@claytonmo.gov or on a thumb/flash drive; sorry, we **cannot accept CDs**). If submitting for Architectural Review Board and Site Plan Review concurrently, refer to the Site Plan Review Application for additional submittal requirements.
- Note: The City's Planning Director or Planner may, at his/her discretion, require review of this application and corresponding plans by the City's contracted architect, at the sole cost of the applicant. Any fees incurred are over and above the application fees referenced above.

(type or print)

Address of Project: 747 Middle Polo Dr, Clayton Missouri 63105

Description of Project: Garage Addition

PARTIES IN INTEREST

The full legal name of each party listed below (partnership, corporation, etc.) is required

Name of Property Owner(s): The Kala Trust (Ken & Lori Aston)

Address (include zip code): 747 Middle Polo Dr, Clayton Missouri 63105

Phone Number (include area code) & E-Mail Address: 314-799-5018 Ken.Aston@berkadia.com.

Applicant's Name, if other than owner (provide company name, if applicable):

William D. Cover, Architect LLC

Address (include zip code): 2464 Taylor Rd #246, Wildwood Mo 63040

Phone Number (include area code) & E-Mail Address: 314-374-6767
wdcover@gmail.com

Applicant's Interest in Project (i.e. architect, contractor, etc.): Architect

Name of Owner's Agent– (if different than above): _____

Address (include zip code): _____

Phone Number (include area code) & E-Mail Address: _____

Name of Architect/Engineer: William D. Cover, Architect LLC

Address (include zip code): 2464 Taylor Rd #246, Wildwood Mo. 63040
314-374-6767

Phone Number (include area code) & E-Mail Address: wdcover@gmail.com

PROJECT DESCRIPTION*

Current Use of Site: Residence Proposed Use of Site: Residence

Describe Project in Detail: Garage Addition to Existing Garage

Estimated Cost of Project/Construction: \$ \$60,000.00

*For large/complex projects, please include a project narrative describing the nature and scope of the project.

PROJECT TYPE

- | | |
|--|---|
| <input type="checkbox"/> New Commercial | <input type="checkbox"/> Accessory Structure |
| <input type="checkbox"/> New Commercial addition | <input type="checkbox"/> Alteration/Exterior Renovation |
| <input type="checkbox"/> New Residential | <input type="checkbox"/> Signage |
| <input checked="" type="checkbox"/> New Residential addition | <input type="checkbox"/> Other _____ |

Site Square Footage: 24,940 Square footage to be demolished, if applicable: _____

	Existing Sq. Ft.	Addition Sq. Ft.	Proposed	Total
Principal Structure	4310			4310
Accessory Structure (i.e. detached garage; pool house)	30			30
Attached Garage	460	490		950

Height* of new structure or addition: 25 ft Number of stories: 1 + attic

Height* of existing structure (if applicable): 35 ft Number of stories: 2

*measured from average existing grade to the mean elevation of the pitched roof, or to the top of a flat roof

Primary Exterior Wall Material: Painted Brick Veneer

Brick ☒ Stone _____ Wood _____ Stucco _____ Siding (type) _____ Other _____
Color Cream Manufacturer _____ Product ID No. _____
Color Painted Manufacturer _____ Product ID No. _____

Accent Exterior Wall Material(s):

Brick _____ Stone _____ Wood ☒ Stucco _____ Siding (type) _____ Other _____
Color White Manufacturer _____ Product ID No. _____
Color Painted Manufacturer _____ Product ID No. _____

Percentage of each secondary material per elevation:

Material: Wood trim

Front Façade 10 % Rear Façade 75 % Left Side 8 % Right Side 25 %

Material: _____

Front Façade _____ % Rear Façade _____ % Left Side _____ % Right Side _____ %

Roofing - Material: Slate Color: Gray Manufacturer/ID # Match existing

Windows - Style: Traditional Material: Wood Color: White

Exterior Lighting - Locations: Rear Corner Type: Sconce Wattage: 60

Garage Attached / Detached (circle one) At grade / Below Grade (circle one)

Rear entry / Side entry / Front entry (circle one) Vehicle capacity 2 with addition

Garage Doors: Number, Style & Color: solid wood panel painted white

Type and Location of Accessory Building(s): _____

Trash Enclosure

Location: _____ Size (Ft²): _____ Screening Material: _____

HVAC Units: Location: _____ Screening Material: _____

Permanent Fences: Height _____ Material _____ Location: _____

Retaining Walls: Height _____ Material _____ Location: _____

RENEWABLE ENERGY

Type: Solar_____Wind _____

Installation method: Building-integrated_____Building-mounted_____Ground-mounted _____

Location on building or property: _____

Number of solar panels:_____Panel Dimensions: _____

PUBLIC ART

Description: _____

Date of PAAC Review/Approval: _____

Location on Property: _____

Material:_____Dimensions: _____

SIGNS *(identify each sign **by number** on a graphic-include dimensions, material specifications, rendering/elevation, method of illumination and total square footage for each)*

Sign 1:

Type:_____Dimensions_____Square footage:_____

Materials_____Color_____Location: _____

Method of Illumination _____

Sign 2:

Type:_____Dimensions_____Square footage:_____

Materials_____Color_____Location: _____

Method of Illumination _____

Sign 3:

Type:_____Dimensions_____Square footage:_____

Materials_____Color_____Location: _____

Method of Illumination _____

LAND DISTURBANCE - Check one of the three boxes below that accurately describes the proposed land disturbance associated with this application:



Site Less Than 5,000 SF: A Land Disturbance Permit and Storm Water Pollution Prevention Plan (SWPPP) are not required for sites with proposed land disturbance activities in an area less than 5,000 SF. Erosion and sediment control measures shall be provided as directed by the City's Public Works Department.

- ☐ **Site Less Than One Acre but Equal to or Greater Than 5,000 SF:** A Storm Water Pollution Prevention Plan (SWPPP) is required for all sites with proposed land disturbance activities of an area greater than 5,000 SF. The SWPPP shall be separate from other site plan sheets. Refer to the Site Plan Review Checklist for submittal requirements and review fees.
- ☐ **Site Equal to or Greater Than One Acre:** A Land Disturbance Permit is required for all sites with proposed land disturbance activities in an area greater than 1 acre (43,560 SF). This is a separate permit that is required in addition to any other City permits. Application and information regarding a Land Disturbance Permit can be obtained from the Public Works Department or on the City's Website at <http://www.claytonmo.gov/permits> under Land Disturbance Requirements (SWPPP).

SIGNATURES (FULL LEGAL NAME IS REQUIRED)

Signature of **Property Owner** (Required):

Print name:

Date:

Business Name/title (if applicable):

Signature of **Applicant** (Required):

Print Name:

Date:

3.30.20

Title:

Sole Member

CHECKLIST

Certain items are only applicable for new/major construction projects. Contact City Staff for clarification

- ☐ If submitting for Architectural Review Board only, submit 11 plans sets (one 24" x 36" & ten 11" x 17") & an electronic copy of the completed application and plans (via e-mail to akrane@claytonmo.gov AND kcranford@claytonmo.gov) or on a thumb/flash drive; sorry, we **cannot accept CDs**). If submitting for Architectural Review Board and Site Plan Review concurrently, refer to the Site Plan Review submittal requirements.

- ☐ The seal, signed and dated, of the licensed person who prepared the drawing or under whose immediate personal supervision the drawing has been prepared.
- ☐ Trustee approval (via letter or signatures on plans), if applicable.
- ☐ All required setbacks and distance from property lines of all proposed construction.
- ☐ Context drawing depicting the street elevation of proposed structure with existing structures shown on each side.
- ☐ Elevations. Specify all colors and materials and the height of all structures (measured from average existing grade to the mean elevation of the roof).
- ☐ Type, location, height and degree of brightness of all exterior lighting. Exterior lights that exceed 75 watts must be fully-shielded.
- ☐ Floor plans, the overall dimensions of all structures and the gross floor area of each floor within the proposed building.
- ☐ Location and screening of trash and recycling containers.
- ☐ Location and screening of HVAC equipment.
- ☐ New construction must provide a brick ledge or stepped foundation to allow no more than 30 inches of exposed concrete.
- ☐ Details on the height, design, material, for all fences and retaining walls
- ☐ Driveway design and material must be shown on plans. Driveway must be constructed of exposed aggregate concrete, brick pavers or stamped concrete.
- ☐ Detail on garage doors must be shown on the elevation. Detail includes: type of material, color, design and windows. Garage doors should be compatible with the main structure.
- ☐ Landscape Plan & completed tree chart. Plan must show existing to remain, existing to be removed and proposed new landscaping. ***Provide tree schedule noting species, caliper and number of trees, including shrubs and other plant material.*** Include on the plans method of preservation of existing trees (For projects also requiring site plan review or at staff's direction).
- ☐ Front entry/front yard garage area landscaping. Landscaping plans must be very specific in terms of plantings and should provide maximum greenspace rather than more average coverage required for single family homes with rear or side entry garages.
- ☐ Topography and drainage. Existing and proposed contour lines or elevations shall be based on mean sea level data. Plan must depict any changes to topography and the

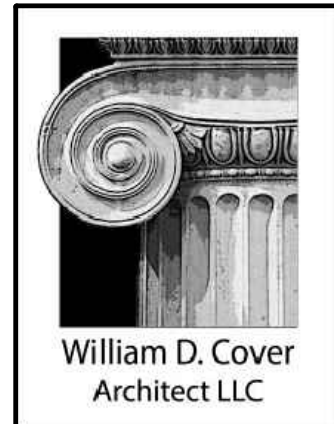
natural flow of drainage. Note type, size and location of storm water drainage facilities and sanitary sewage treatment.

- ☐ Location map showing north arrow, zoning district, subdivision name, lot number, dimensions and area. Include zoning of adjacent parcels if different than site.
- ☐ Dimensions of existing and proposed roadway pavements, sidewalks and right-of-way width for streets abutting the site.
- ☐ Location and identification of all easements (existing and proposed).
- ☐ Parking spaces (required and proposed) including the number, size and location.
- ☐ The location, character, size, height and orientation of proposed signs, as proposed to be erected in accordance with the sign ordinance of the City of Clayton, and elevations of buildings showing signs to be placed on exterior walls.
- ☐ Plans/blueprints are to be folded, print side out.
- ☐ Photograph of property (front elevation).
- ☐ Color rendering of the front elevation.
- ☐ Exterior material samples, including type and color of brick/stucco/stone, windows, siding and roofing (**PRESENTED AT MEETING**).
- ☐ Plans/renderings may be **presented on display boards at the meeting** (an easel will be provided at the meeting) or digitally (on a thumb/flash drive) through the City's projection system (PowerPoint, PDF, etc.)



Aston Garage Addition

William D. Cover, Architect LLC

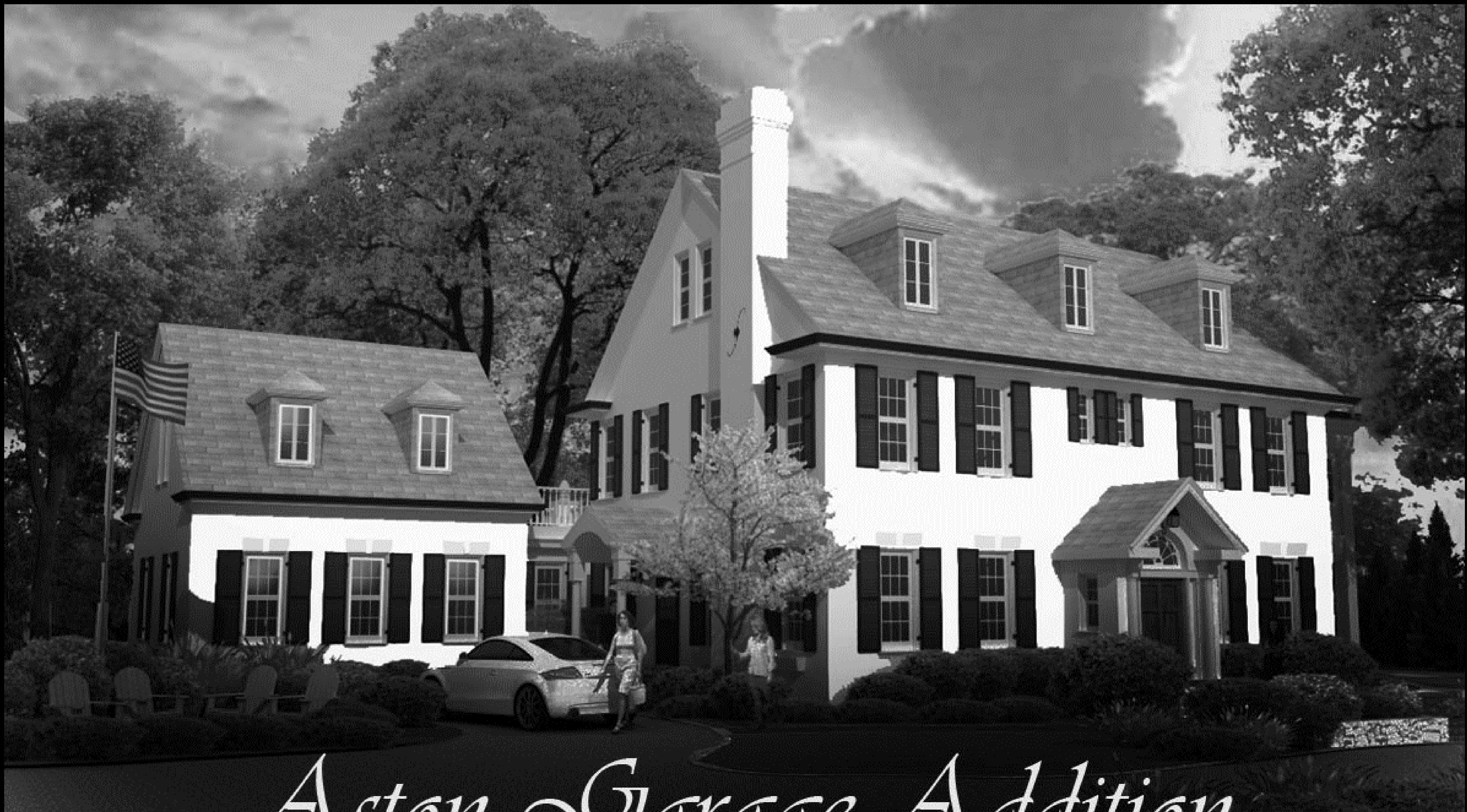


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314-374-6767 wdcovers@gmail.com wdcoversarchitect.com

Garage Addition
Ken & Lori Aston Residence
747 Middle Polo Drive Clayton, Missouri 63105

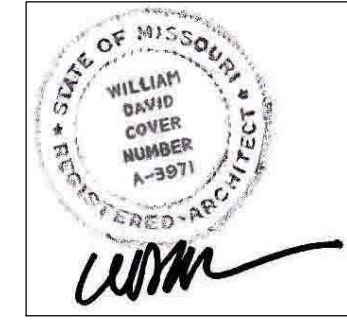
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OF 6



Aston Garage Addition

William D. Cover, Architect LLC



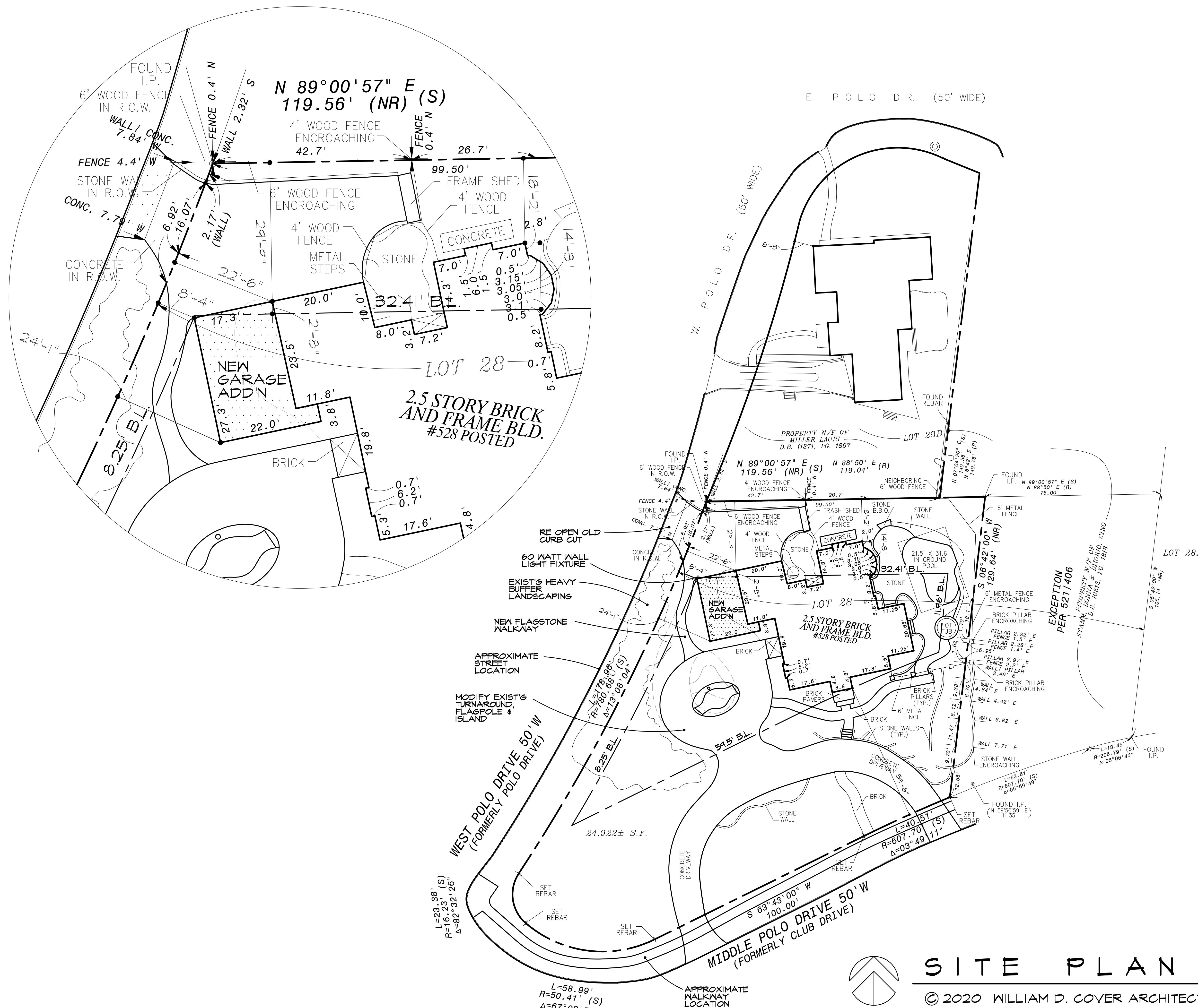
3.30.20



HOUSE & ADDITION - 3,350 S.F.
DRIVES - 5,000 S.F.
50% POOL - 245 S.F.
SHED - 30 S.F.
WALKS & PATIOS - 1,915 S.F.
LANDSCAPE WALLS - 395 S.F.

3,215 S.F. = 27.6 IMPERVIOUS

E. P O L O D R. (50' WIDE)



S I T E P L A N SCALE : 0 20 FEET

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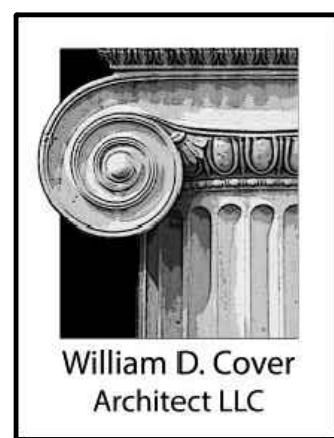
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1
OF 8

**Garage Addition
Ken & Lori As
747 Middle Polo Drive**

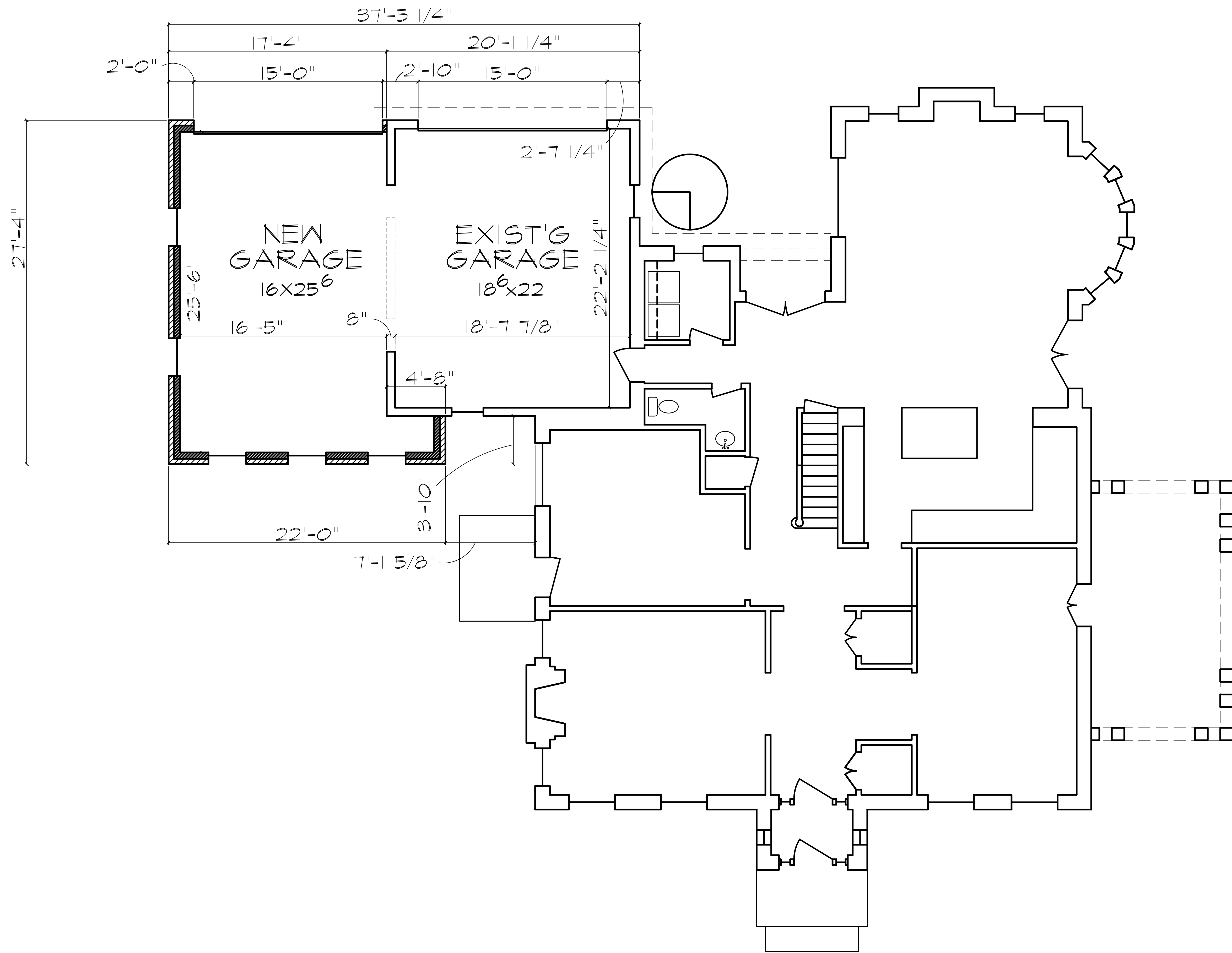
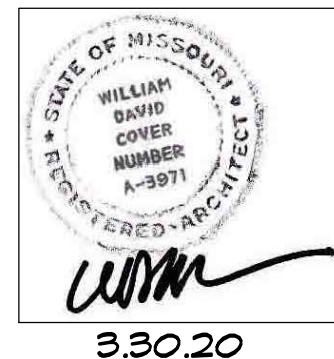


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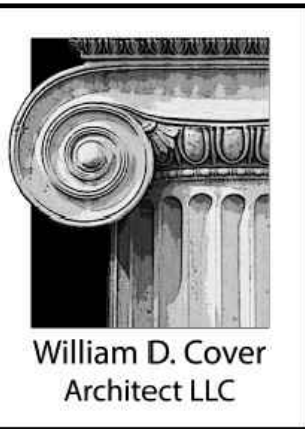
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2
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FIRST FLOOR PLAN

SCALE : 0 4 FEET

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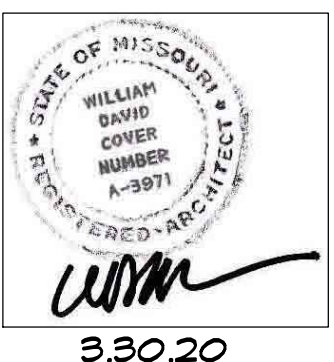
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3
OF 8



FRONT ELEVATION

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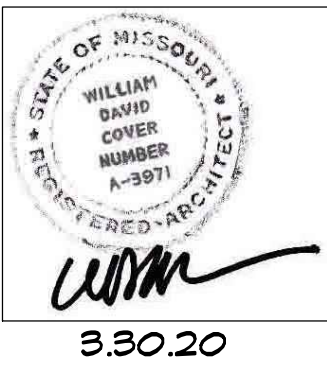




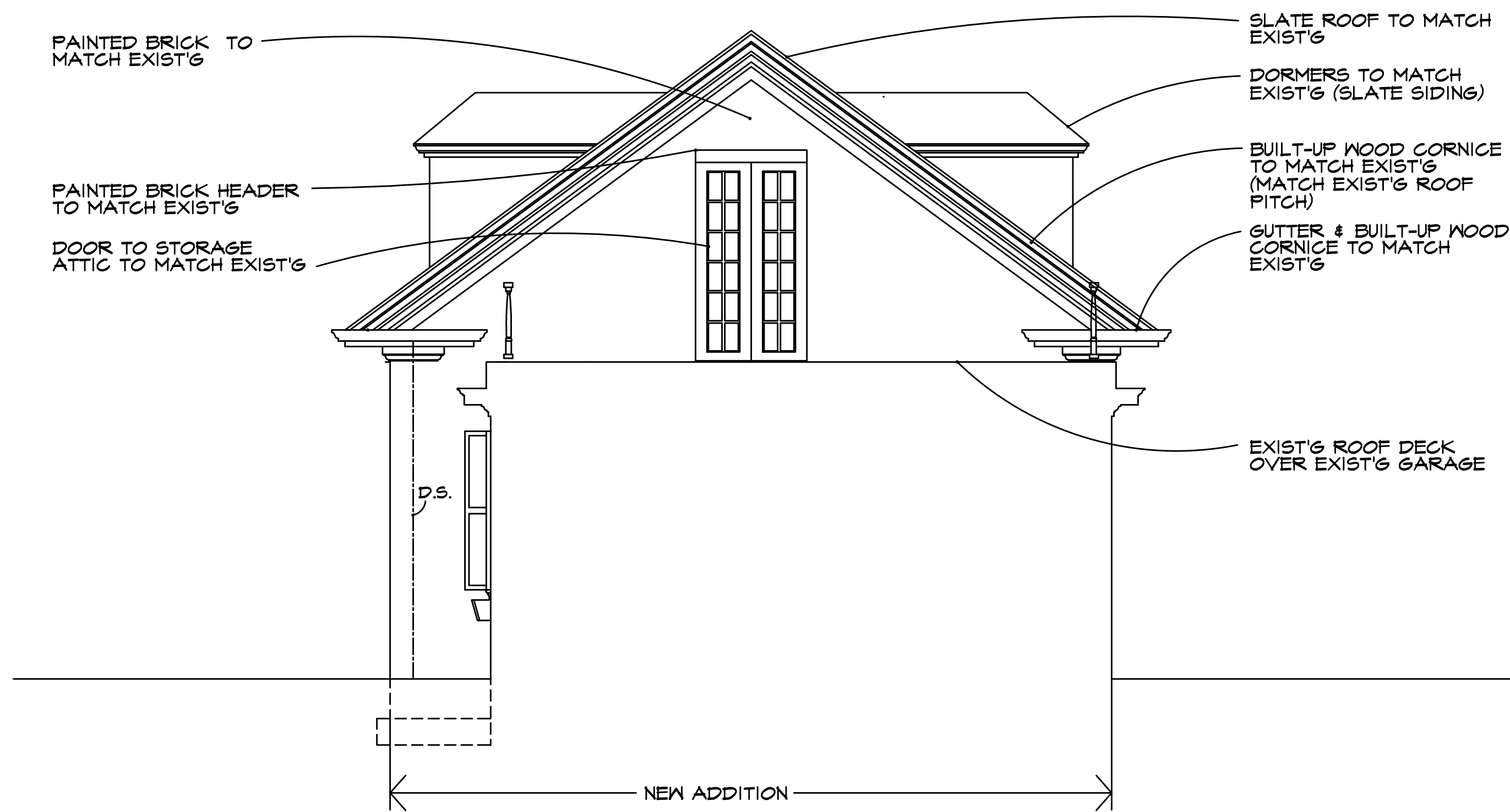
LEFT ELEVATION

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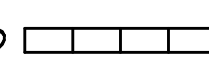
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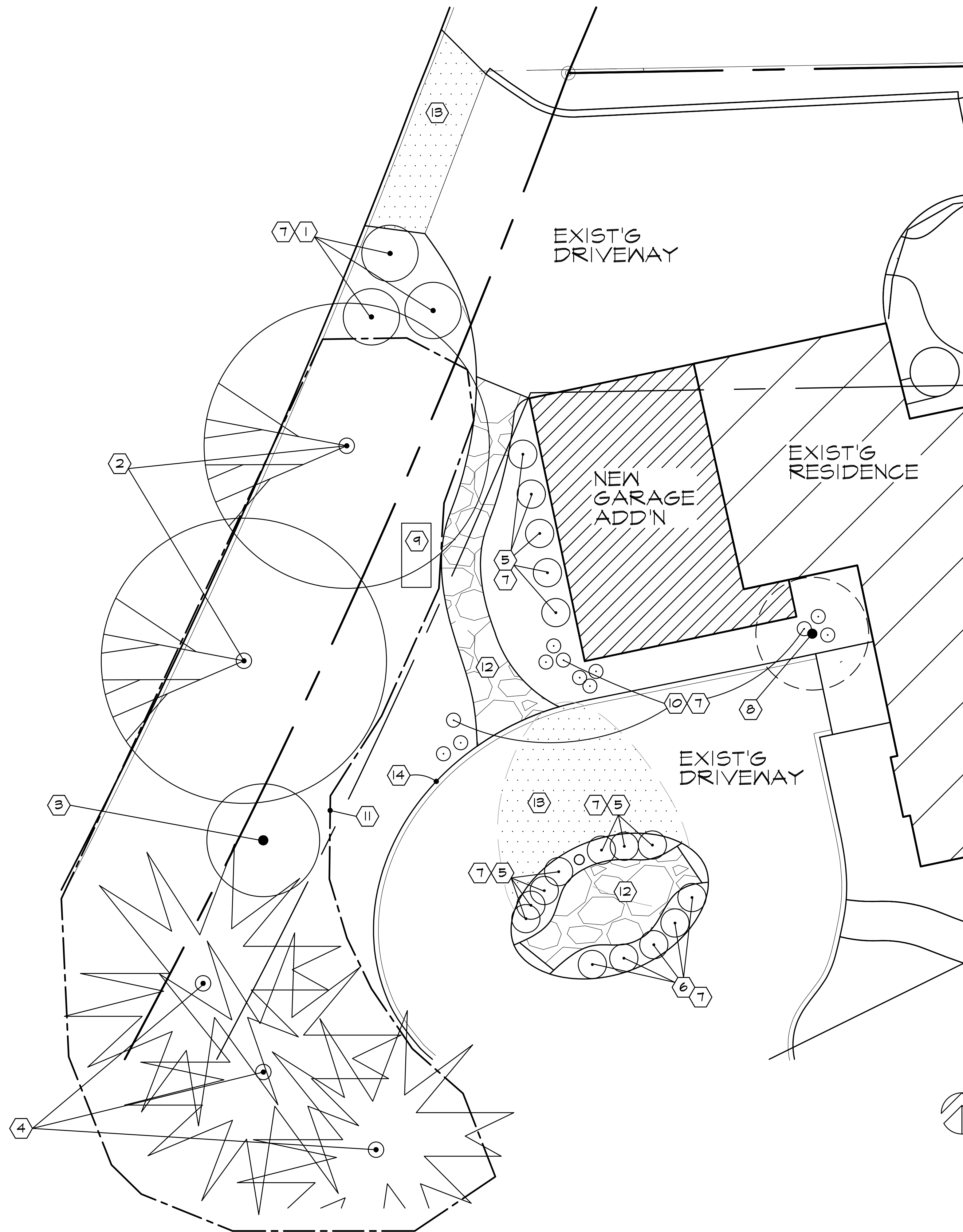
REAR ELEVATION SCALE : 0 4 FEET © 2020 WILLIAM D. COVER ARCHITECT LLC



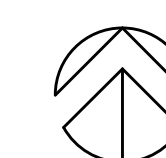
RIGHT ELEVATION

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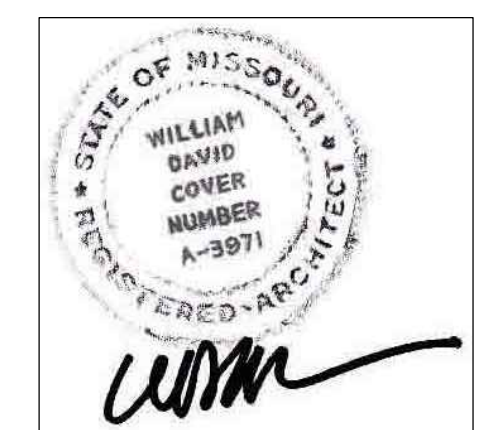


- ① RELOCATED EXIST'G LEATHERLEAF VIBURNUM
- ② EXIST'G GALLERY PEAR TREE TO REMAIN
- ③ EXIST'G ARABIAN JASMINE TO REMAIN
- ④ EXIST'G NORWAY SPRUCE TO REMAIN
- ⑤ RELOCATED EXIST'G YEW
- ⑥ RELOCATED EXIST'G ROSES
- ⑦ MULCH BED
- ⑧ REMOVE EXISTING BIRCH
- ⑨ EXISTING BENCH
- ⑩ PERENNIALS
- ⑪ TEMPORARY LANDSCAPE PROTECTION FENCE
- ⑫ FLAGSTONE WALKWAY
- ⑬ AGGREGATE CONCRETE DRIVE TO MATCH EXISTING
- ⑭ SHORTEN EXIST'G AGGREGATE CONCRETE TURNAROUND DRIVE W/ COBBLESTONE EDGING TO MATCH EXISTING



LANDSCAPE PLAN

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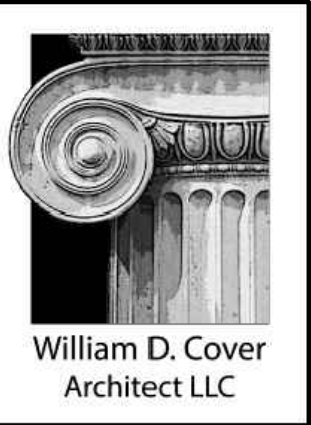
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7
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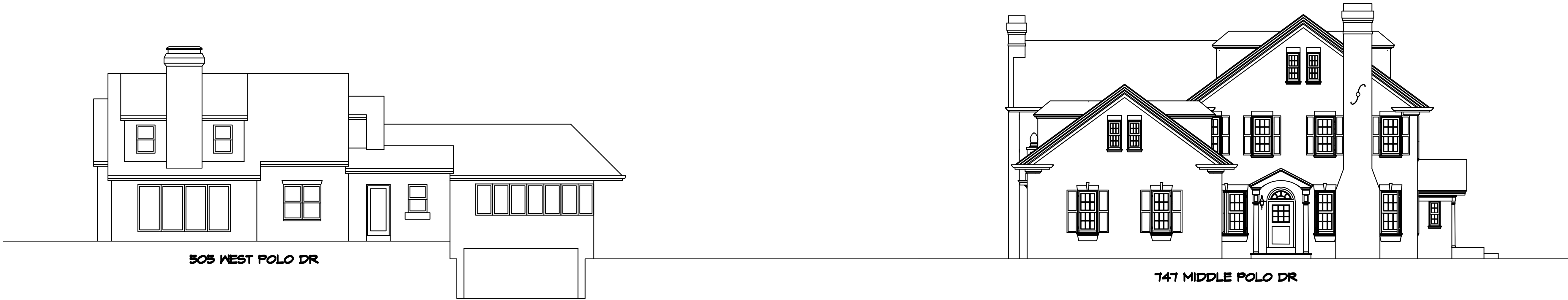
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8
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LEFT ELEVATION SCALE : 0 1 2 3 4 FEET © 2020 WILLIAM D. COVER ARCHITECT LLC

